

# Senate Resolution 1

PAG LIN

1 1 SENATE RESOLUTION \_\_\_\_\_  
1 2 BY COMMITTEE ON RULES AND ADMINISTRATION  
1 3 A Senate Resolution relating to permanent rules of the  
1 4 senate for the eightieth general assembly.  
1 5 BE IT RESOLVED BY THE SENATE, That the permanent  
1 6 rules of the senate for the eightieth general assembly  
1 7 be as follows:  
1 8 RULES OF THE SENATE  
1 9 Rule 1  
1 10 Quorum  
1 11 A constitutional majority shall constitute a quorum  
1 12 of the senate. Any senator may insist a quorum be  
1 13 present.  
1 14 Rule 2  
1 15 Adoption and Amendment of Rules  
1 16 Whenever the senate is operating under temporary  
1 17 rules, the rules may be amended or repealed, or  
1 18 permanent rules may be adopted, by a constitutional  
1 19 majority of the senators. After adoption of permanent  
1 20 rules of the senate during any general assembly, the  
1 21 rules may be amended or repealed by a constitutional  
1 22 majority of the senators voting on a simple  
1 23 resolution.  
1 24 Rule 3  
1 25 Rules of Parliamentary Procedure  
1 26 In cases not covered by senate rules or joint  
1 27 rules, Mason's Manual of Legislative Procedure shall  
1 28 govern.  
1 29 Rule 4  
1 30 Sessions of the General Assembly  
2 1 The election of officers, organization, hiring and  
2 2 compensation of employees, and committees of the  
2 3 senate shall carry over from the first to the second  
2 4 regular sessions and to any extraordinary sessions of  
2 5 the same general assembly.  
2 6 All bills and resolutions introduced in the first  
2 7 regular session of a general assembly which are not  
2 8 withdrawn, lost, or indefinitely postponed shall carry  
2 9 over into the second regular session and to any  
2 10 extraordinary session of the same general assembly.  
2 11 Appointments received from the governor for senate  
2 12 confirmation during any session of a general assembly  
2 13 shall be acted upon prior to adjournment of that  
2 14 session as provided by section 2.32 of the Code.  
2 15 Except as provided by this rule, upon the adjournment  
2 16 of the first regular session and any extraordinary  
2 17 session, each bill or resolution shall be  
2 18 automatically referred back to the committee to which  
2 19 it was originally assigned. The secretary of the  
2 20 senate shall publish in the Journal a list of the  
2 21 bills returned to committee under this rule. Within  
2 22 seven days after the first committee meeting after the  
2 23 convening of the second regular session, committees  
2 24 shall either authorize the chair to refer such bills  
2 25 and resolutions to a subcommittee for consideration,  
2 26 indefinitely postpone further consideration of such  
2 27 bills, or report them out to the floor and place them  
2 28 on the calendar. If the subcommittee is different  
2 29 than that appointed during the first session, the  
2 30 committee chair shall report to the senate the bill or  
3 1 resolution number and the names of the subcommittee  
3 2 members.  
3 3 Bills and resolutions which have been voted upon on  
3 4 final passage by either house in any session shall  
3 5 remain on the calendar in the same status as at the  
3 6 end of the session at any subsequent regular or  
3 7 extraordinary session.  
3 8 Rule 5  
3 9 Regular Order of Daily Business  
3 10 The following order shall govern, subject to any  
3 11 special order:  
3 12 1. Correction of the journal.  
3 13 2. Senators to be excused.  
3 14 3. Communications to the Senate.  
3 15 4. Introduction of bills and resolutions.

3 16 5. Points of personal privilege.  
3 17 ~~6~~ 5. Consideration of senate calendar.  
3 18 Points of personal privilege may be made at the  
3 19 time designated each legislative day by the majority  
3 20 leader.

3 21 Rule 6

3 22 Senate Calendar

3 23 1. Each legislative day the secretary of the  
3 24 senate shall prepare a listing of bills to be known as  
3 25 the "Senate Calendar".

3 26 2. The senate calendar may contain a listing under  
3 27 the category "Special Order" which shall be placed at  
3 28 the head of the calendar. Bills in such category  
3 29 shall be those which are specifically set for debate  
3 30 by the majority leader with the consent of the senate  
4 1 on a certain date and time. Bills shall be listed by  
4 2 the secretary in the numerical order they are set for  
4 3 debate.

4 4 3. The senate calendar shall include separate  
4 5 listings for any bills and resolutions in the  
4 6 following categories:

- 4 7 a. Conference Committee Report
- 4 8 b. Bills in Conference Committee
- 4 9 c. House Amendment to Senate Amendment to House  
4 10 File
- 4 11 d. House Refuses to Concur in Senate Amendment to  
4 12 House File
- 4 13 e. Senate Files Amended by the House
- 4 14 f. Unfinished Business
- 4 15 g. Motions to Reconsider
- 4 16 h. Administrative Rules Nullification Resolutions
- 4 17 i. Veto Messages from the Governor

4 18 4. The secretary shall list bills and resolutions  
4 19 in the above categories in the numerical order they  
4 20 are received. Upon their first publication in the  
4 21 calendar, bills and resolutions in the above  
4 22 categories may be called up for debate at any time by  
4 23 the majority leader. Motions to reconsider shall be  
4 24 called up as provided by Rule 24.

4 25 5. The senate calendar shall include a listing of  
4 26 senate appropriations committee bills and bills  
4 27 reported out by the senate appropriations committee.  
4 28 The list shall be known as the "Appropriations  
4 29 Calendar". The secretary shall list the bills in the  
4 30 numerical order they are received. Upon their first  
5 1 publication in the calendar, bills on the  
5 2 appropriations calendar may be called up for debate at  
5 3 any time by the majority leader provided they are  
5 4 eligible under Rule 8.

5 5 6. The senate calendar shall include a listing of  
5 6 bills which pertain to the levy, assessment or  
5 7 collection of taxes sponsored by or initially assigned  
5 8 to and reported out by the senate ways and means  
5 9 committee. The list shall be known as the "Ways and  
5 10 Means Calendar". The secretary shall list the bills  
5 11 in the numerical order they are received. Upon their  
5 12 first publication in the calendar, bills on the ways  
5 13 and means calendar may be called up for debate at any  
5 14 time by the majority leader provided they are eligible  
5 15 under Rule 8.

5 16 7. The senate calendar shall include a list of  
5 17 bills and resolutions, known as the "Regular  
5 18 Calendar", which shall consist of bills and  
5 19 resolutions reported out by a senate committee. The  
5 20 bills and resolutions reported out each day shall be  
5 21 placed listed in the numerical order of their file  
5 22 numbers and following those reported out on previous

5 23 days. Priority shall be given to senate over house  
5 24 bills and resolutions and to joint resolutions over  
5 25 bills. Upon their first publication in the calendar,  
5 26 bills on the regular calendar may be called up for  
5 27 debate at any time by the majority leader, provided  
5 28 they are eligible under Rule 8.

5 29 A bill reported out of committee which is  
5 30 subsequently referred to the ways and means or  
6 1 appropriations committee and then reported out of that  
6 2 committee, shall be returned to the regular calendar  
6 3 and retain its original place thereon in numerical  
6 4 order.

6 5 8. The senate calendar shall include a listing of  
6 6 the governor's appointees to state boards,

6 7 commissions, and other offices requiring senate  
6 8 confirmation. This listing shall be known as the  
6 9 "Confirmation Calendar". Names on the confirmation  
6 10 calendar may be called up for confirmation at any time  
6 11 by the majority leader provided they are eligible  
6 12 under rule 59.

6 13 9. The majority leader, or in the absence of the  
6 14 majority leader the assistant majority leaders, may  
6 15 select from among the bills on the previous  
6 16 legislative day's Senate calendar and from the bills  
6 17 selected create a new listing which shall be known as  
6 18 the "Debate Calendar". The debate calendar shall list  
6 19 bills as the majority leader expects to take them up  
6 20 during the following week. A bill or resolution on  
6 21 the debate calendar may be debated only when eligible  
6 22 under Rule 8.

6 23 10. The majority leader, or in the absence of the  
6 24 majority leader the assistant majority leaders, may  
6 25 create a list of bills or resolutions about which no  
6 26 controversy is believed to exist which shall be known  
6 27 as the "Proposed Noncontroversial Calendar". Bills or  
6 28 resolutions included on this listing may be debated at  
6 29 any time upon being called up for debate by the  
6 30 majority leader. Any bill or resolution which  
7 1 appeared on the previous day's Senate calendar may be  
7 2 placed by any senator on the proposed noncontroversial  
7 3 calendar, which shall be published. Any bill or  
7 4 resolution on the proposed noncontroversial calendar  
7 5 shall be stricken from the list if any senator files a  
7 6 written objection with the secretary of the senate on  
7 7 the first or second legislative day after it appears  
7 8 on the proposed noncontroversial calendar. Any bill  
7 9 stricken from the proposed noncontroversial calendar  
7 10 shall be returned to its former place on the Senate  
7 11 calendar. The secretary shall prepare the  
7 12 noncontroversial calendar which shall consist of all  
7 13 bills or resolutions on the proposed noncontroversial  
7 14 calendar to which no objection was received.

7 15 11. If the senate shall not be in session on a day  
7 16 assigned in paragraphs nine and ten for action upon a  
7 17 calendar, such assigned action shall occur on the next  
7 18 succeeding legislative day.

7 19 12. On any bill called up for debate from any  
7 20 calendar, debate may continue from day to day until it  
7 21 is adopted, fails, or is postponed or deferred. If  
7 22 further debate is postponed or deferred without a time  
7 23 to continue being set, except for bills on the debate  
7 24 calendar, the bill shall be listed as unfinished  
7 25 business. Bills which are returned to the committee  
7 26 of first referral or to a different committee after  
7 27 being considered by the senate and classified as  
7 28 unfinished business shall be returned to the  
7 29 unfinished business calendar by that committee when  
7 30 the bill is reported out of committee. The unfinished  
8 1 business date on the calendar shall be the date on  
8 2 which the bill was returned to committee. Bills on  
8 3 the debate calendar upon which further debate is  
8 4 postponed or deferred without a time to continue being  
8 5 set shall return to the regular calendar.

#### 8 6 Rule 7

##### 8 7 Steering Committee

8 8 The senate may authorize the appointment of a  
8 9 steering committee. The majority leader shall appoint  
8 10 the majority party members to the steering committee.  
8 11 The minority leader shall appoint the minority party  
8 12 members to the steering committee. The function of  
8 13 the steering committee shall be to create its own  
8 14 calendar from the bills and resolutions on the regular  
8 15 calendar. Bills and resolutions on the steering  
8 16 committee calendar shall have priority over bills and  
8 17 resolutions on all other calendars, except the  
8 18 appropriations calendar.

#### 8 19 Rule 8

##### 8 20 When Eligible for Consideration

8 21 Bills, resolutions, and appointments shall be  
8 22 eligible for consideration by the senate as follows:

- 8 23 1. An appointment by the governor which requires  
8 24 senate confirmation shall be eligible on the  
8 25 legislative day after it is first printed in the  
8 26 senate calendar as provided by Rule 59.
- 8 27 2. A house or individually sponsored bill or

8 28 resolution reported out by a committee shall be  
8 29 eligible on the legislative day after it is first  
8 30 printed in the senate calendar.

9 1 3. A committee bill or resolution sponsored by the  
9 2 appropriations committee shall be eligible on the  
9 3 legislative day after it is first printed in the  
9 4 senate calendar.

9 5 4. Any committee bill or resolution, other than a  
9 6 bill or resolution sponsored by the appropriations  
9 7 committee, shall be eligible on the third legislative  
9 8 day it is printed in the senate calendar.

9 9 5. A bill that has been reported out to the senate  
9 10 calendar, referred to a different committee and  
9 11 reported out by that committee is eligible for  
9 12 consideration by the senate on the day it would have  
9 13 been eligible under subsection 2, 3, or 4, whichever  
9 14 is applicable, as if the bill had been printed in the  
9 15 calendar after having been reported out by the first  
9 16 committee.

9 17 6. Any bill or resolution placed on the steering  
9 18 committee calendar is eligible for consideration on  
9 19 the day of its placement on that calendar.

9 20 When a bill or resolution on the calendar is not  
9 21 yet eligible, the date when it will become eligible  
9 22 shall be printed in the calendar.

#### 9 23 Rule 9

##### 9 24 Debate and Decorum

9 25 Before addressing the senate, the senator shall  
9 26 request recognition by depressing the "speak" device  
9 27 and, when recognized, rise and respectfully address  
9 28 the chair.

9 29 The senator shall confine all remarks to the  
9 30 question under debate and shall avoid discussing  
10 1 personalities or implication of improper motives. No  
10 2 questions except by the senator recognized shall be  
10 3 entertained after a senator is recognized to give  
10 4 final remarks.

#### 10 5 Rule 10

##### 10 6 Point of Personal Privilege

10 7 A point of personal privilege shall only be  
10 8 recognized when there is no motion pending or other  
10 9 business being considered by the senate. Senators  
10 10 speaking on a point of personal privilege shall be  
10 11 limited to ten minutes at the time designated each  
10 12 legislative day by the majority leader.

#### 10 13 Rule 11

##### 10 14 Introduction and Presentation of Guests

10 15 Only former members of the senate and former and  
10 16 present members of Congress shall be presented to the  
10 17 senate, except that the president of the senate may  
10 18 present a visitor whose presence is of special  
10 19 significance to the senate. The presence of school  
10 20 groups accompanied by school officials shall be  
10 21 announced by the president of the senate and shall be  
10 22 recorded in the journal upon written request of a  
10 23 member of the senate.

#### 10 24 Rule 12

##### 10 25 Form and Withdrawal of Motions, Amendments and Signatures

10 26 Motions need not be in writing unless required by  
10 27 the president or by the senate. No motion requires a  
10 28 second. Any amendment, motion (including a motion to  
10 29 reconsider), or resolution may be withdrawn by the  
10 30 mover if it has not been amended by the senate and if  
11 1 no amendment is pending. All amendments to bills,  
11 2 resolutions, and reports shall be in writing and filed  
11 3 before being acted upon by the senate.

11 4 No amendment, resolution, bill, or conference  
11 5 committee report shall be considered by the senate  
11 6 without a copy of the amendment, resolution, bill, or  
11 7 conference committee report being on the desks of the  
11 8 entire membership of the senate prior to  
11 9 consideration.

11 10 All amendments, reports, petitions or other  
11 11 documents requiring a signature shall have the name  
11 12 typed under the place for the signature. Once a  
11 13 signature is affixed and the document containing the  
11 14 signature filed with the recording clerk in the well,  
11 15 that signature shall not be removed.

11 16 When an amendment to a main amendment is filed that  
11 17 would negate the effect of the main amendment and  
11 18 thereby leave the bill unchanged, the presiding

11 19 officer shall have the authority to declare the  
11 20 amendment to the main amendment out of order, subject  
11 21 to an appeal to the full senate.

11 22 When a house amendment to a senate file is before  
11 23 the senate, an amendment to the house amendment shall  
11 24 be considered an amendment in the first degree.  
11 25 Regardless of its origin, an amendment in the third  
11 26 degree shall be ruled out of order.

11 27 When a ruling on germaneness is issued by the  
11 28 presiding officer, it shall be accompanied by an  
11 29 explanation of the ruling.

11 30 Rule 13

12 1 Order and Precedence of Motions and Amendments

12 2 When a question is under debate, no motion shall be  
12 3 received but to adjourn, to recess, questions of  
12 4 privilege, to lay on the table, for the previous  
12 5 question, to postpone to a day certain, to refer, to  
12 6 amend, to postpone indefinitely, to defer, or

12 7 incidental motions. A substitute is not in order  
12 8 unless it is in the form of a motion to substitute.  
12 9 Such motions shall have precedence in the order in  
12 10 which they are named. No motion to postpone to a day  
12 11 certain, to refer, or postpone indefinitely, being  
12 12 decided, shall be again allowed on the same day with  
12 13 regard to the same question. A motion to strike out  
12 14 the enacting clause of a bill shall have precedence  
12 15 over all amendments and, if carried, shall be  
12 16 considered equivalent to the rejection of the bill.

12 17 A motion to strike everything after the enacting  
12 18 clause has precedence over a committee amendment and  
12 19 all other amendments except one to strike the enacting  
12 20 clause. A committee amendment has precedence over all  
12 21 other amendments except as provided in this rule.

12 22 A motion to rerefer a bill to committee may specify  
12 23 when the committee shall report the bill to the  
12 24 senate. If the motion is adopted in such form, the  
12 25 committee must report the bill by the date and time  
12 26 specified with or without recommendation or the bill  
12 27 shall automatically be returned to the calendar. When  
12 28 the bill is returned to the calendar, it shall occupy  
12 29 the same position it occupied at the time the bill was  
12 30 rereferred to the committee. If the committee to

13 1 which the bill is rereferred submits an amendment in  
13 2 its report, that committee amendment shall take  
13 3 precedence over other amendments except if that  
13 4 committee amendment is in conflict with amendments  
13 5 previously adopted, the committee amendment shall not  
13 6 be considered until consideration of motions to  
13 7 reconsider the previously adopted amendments result in  
13 8 removing the conflict. A committee may not file an  
13 9 amendment to a bill unless the bill is in the  
13 10 committee's possession.

13 11 Rule 14

13 12 MOTIONS BEFORE THE SENATE

13 13 Motions before the senate shall be displayed on the  
13 14 electronic voting system display boards.

13 15 Rule 15

13 16 Nondebatable Motions

13 17 The following motions are not debatable:

13 18 Adjourn

13 19 Recess

13 20 Call of the Senate

13 21 Lay on Table or Take from Table

13 22 Previous Question

13 23 Reconsider vote by which bill was placed on last reading.

13 24 A Motion to Reconsider and Lay the Motion to Reconsider

13 25 on the Table (Double-barreled Motion).

13 26 Rule 16

13 27 Division of the Question

13 28 Any senator may call for a division of a question,  
13 29 which shall be divided if it includes propositions so  
13 30 distinct that if one is taken away, a substantive  
14 1 proposition shall remain in a technically proper form  
14 2 for the decision of the senate. A motion to strike  
14 3 out and insert is indivisible; but a motion to strike  
14 4 out, if lost, shall not preclude amendments to the  
14 5 matter attempted to be stricken or a motion to strike  
14 6 out and insert.

14 7 Rule 17

14 8 The Previous Question

14 9 The previous question shall be in this form:

14 10 "Shall debate be closed on the pending question?" A  
14 11 motion for the previous question may be adopted by a  
14 12 majority of the senators present and voting. Its  
14 13 effect shall be to put an end to debate and bring the  
14 14 senate to a direct vote upon the pending question.  
14 15 However, any senator who has not previously spoken on  
14 16 the pending question and who, after the main question  
14 17 is taken up and before the motion for the previous  
14 18 question has been made, requested recognition by  
14 19 depressing the "speak" device may speak no longer than  
14 20 five minutes on the pending question. If action on  
14 21 the pending question continues into another  
14 22 legislative day or is deferred, the previous question  
14 23 shall apply and the requests to be recognized shall be  
14 24 honored.

14 25 When the motion applies to an amendment, the  
14 26 senator proposing the amendment shall have five  
14 27 minutes to close debate on the amendment.  
14 28 The senator handling the measure under  
14 29 consideration shall have ten minutes to close debate  
14 30 on the main question.

#### 15 1 Rule 18

##### 15 2 Call of the Senate

15 3 Ten senators may file in writing a call of the  
15 4 senate on any single item of legislative business. A  
15 5 call of the senate requires the presence of every  
15 6 senator and is in order at any time prior to the vote  
15 7 being announced by the president. The sergeant-at-  
15 8 arms shall return promptly all absent senators.  
15 9 Debate on the item may continue while absent senators  
15 10 are returning, but no vote on the item is in order on  
15 11 it until all have returned. Adoption of a motion to  
15 12 recess or adjourn to a specific time will not lift the  
15 13 call. The call may be lifted, or a senator may be  
15 14 excused from the call without lifting the call, by a  
15 15 vote of a constitutional majority of the senators.  
15 16 Those senators excused prior to the filing of the call  
15 17 are excused from the call.

#### 15 18 Rule 19

##### 15 19 Committee of the Whole

15 20 The senate may resolve itself into a committee of  
15 21 the whole senate when it wishes to permit more free  
15 22 and informal discussion. Persons other than senators  
15 23 may appear and present information.  
15 24 Any senator may move "that the senate now resolve  
15 25 itself into a committee of the whole to consider" a  
15 26 stated subject.  
15 27 The president of the senate shall be chair of the  
15 28 committee of the whole unless otherwise ordered by the  
15 29 senate.

15 30 The procedure in committee of the whole is subject  
16 1 to the rules of the senate. The previous question and  
16 2 the motion to reconsider shall be in order.

16 3 The committee of the whole cannot take any final  
16 4 action and its power is limited to recommendation to  
16 5 the senate. The proceedings of the committee of the  
16 6 whole, including any roll call vote, shall be printed  
16 7 in the journal.

16 8 Any senator may at any time, except while voting or  
16 9 while a senator has the floor, move that "the  
16 10 committee rise" which is equivalent to a motion to  
16 11 adjourn.

16 12 After adoption of the motion to rise, the chair may  
16 13 report to the senate in the same manner as other  
16 14 committee reports are given.

#### 16 15 Rule 20

##### 16 16 Last Reading and Passage of Bills

16 17 When a motion to place a bill on its last reading  
16 18 is lost, the same motion shall be in order at any  
16 19 later time. After the last reading of a bill, no  
16 20 amendment shall be received. The vote on final  
16 21 passage shall be taken immediately without debate.

#### 16 22 Rule 21

##### 16 23 Engrossment of Bills

16 24 An engrossment is a proofreading and verification  
16 25 in order to be certain that a bill before the senate  
16 26 is identical with the original bill as introduced with  
16 27 all amendments which have been adopted correctly  
16 28 inserted.

16 29 In an engrossed bill, all obvious typographical,  
16 30 spelling or other clerical errors are corrected and

17 1 section or paragraph numbers and internal references  
17 2 are changed as required to conform the original bill  
17 3 to any amendments which have been adopted. All such  
17 4 corrections or changes shall be reported in the  
17 5 journal by the secretary of the senate. The engrossed  
17 6 bill shall be placed in the bill file with the  
17 7 original bill and amendments.

#### 17 8 Rule 22

##### 17 9 Manner of Voting

17 10 On voice vote, the question shall be distinctly put  
17 11 in this form: "Those in favor of (the question) say  
17 12 "aye"." "Those opposed to (the question) say "no"."

17 13 A non-record or record roll call vote may be  
17 14 requested by any senator or ordered by the president  
17 15 any time before the results are announced. A non-  
17 16 record roll call shall be requested by asking for a  
17 17 "division". A record roll call shall be requested by  
17 18 asking for a "record". Upon request for a non-record  
17 19 or record roll call vote, the president shall announce  
17 20 that such a non-record or record roll call vote has  
17 21 been requested and shall state the question to be put  
17 22 to the senate. The president then shall direct the  
17 23 secretary of the senate to receive the votes.

17 24 Senators present may cast their votes, either by  
17 25 operating the voting mechanism located at their  
17 26 assigned desk or by signaling the president if they  
17 27 are unable to vote at their assigned desk. The  
17 28 president shall enter the votes of senators signaling  
17 29 their votes.

17 30 After sufficient time has elapsed for all senators  
18 1 present to record their votes, the president shall  
18 2 direct the secretary of the senate to close the voting  
18 3 system. The president shall still enter the senators'  
18 4 votes at any time prior to directing the secretary of  
18 5 the senate to lock the voting system. The president  
18 6 shall then immediately announce the vote.

18 7 During a non-record or record roll call vote, both  
18 8 individual votes and vote totals shall be indicated  
18 9 openly on the display boards. On non-record roll  
18 10 calls, only vote totals shall be printed in the  
18 11 journal.

18 12 In the event the electronic voting system is not in  
18 13 operating order, the president shall direct the  
18 14 secretary of the senate to take the non-record or  
18 15 record roll call by calling the names of the senators  
18 16 in alphabetical order.

#### 18 17 Rule 23

##### 18 18 Duty of Voting

18 19 Every senator present when a question is put shall  
18 20 vote "aye", "no" or "present" unless previously  
18 21 excused by the senate. Upon demand being made by any  
18 22 senator, the secretary of the senate shall call in  
18 23 alphabetical order the names of the senators not  
18 24 voting or voting "present". Those senators called  
18 25 shall vote "aye" or "no" unless the senator states a  
18 26 personal interest in the question or concludes that he  
18 27 or she should not vote under the senate code of  
18 28 ethics.

#### 18 29 Rule 24

##### 18 30 Reconsideration

19 1 When a main motion has been decided by the senate,  
19 2 any senator having voted on the prevailing side may  
19 3 move to reconsider the vote on the same or next  
19 4 legislative day. Motions to reconsider the vote on a  
19 5 bill or resolution shall be in writing and filed with  
19 6 the secretary of the senate.

19 7 Notwithstanding any time limitations applicable to  
19 8 motions to reconsider main motions, a motion to  
19 9 reconsider the vote on an amendment may be made at any  
19 10 time before final disposition of the motion to be  
19 11 amended. Such motion shall be in writing and filed  
19 12 with the secretary of the senate. A motion to  
19 13 reconsider an amendment to a main motion shall be  
19 14 taken up for consideration only prior to the  
19 15 disposition of the main motion or upon reconsideration  
19 16 of the main motion.

19 17 A constitutional majority by a record roll call is  
19 18 necessary to reconsider a bill or joint resolution.  
19 19 During three legislative days from the date the motion  
19 20 to reconsider a bill or resolution is filed, only the  
19 21 mover may call it up. Thereafter, any senator may

19 22 call up the motion. If a date for adjournment has  
19 23 been set by resolution of the senate, any senator may  
19 24 call up a motion to reconsider at any time within  
19 25 three days prior to the date set for adjournment.  
19 26 If the motion to reconsider a bill or resolution  
19 27 prevails, motions to reconsider amendments thereto  
19 28 shall be in order and shall be disposed of without  
19 29 delay.

19 30 A motion that any action taken by the senate be  
20 1 reconsidered and the motion to reconsider be laid upon  
20 2 the table shall be a single and indivisible motion,  
20 3 known as the double-barreled motion, which, if  
20 4 carried, shall have the effect of preventing  
20 5 reconsideration unless a motion to take from the table  
20 6 prevails. A constitutional majority is necessary for  
20 7 the double-barreled motion to prevail on a bill or  
20 8 joint resolution. The double-barreled motion can only  
20 9 be made from the floor after the vote is announced and  
20 10 the member who moved the final reading shall have  
20 11 priority in making it.

20 12 A motion to reconsider and lay on the table shall  
20 13 have priority over a motion to reconsider if they are  
20 14 both filed on the same legislative day.

20 15 In the event that a motion to reconsider is pending  
20 16 at the end of the first session or any extraordinary  
20 17 session of any general assembly, or the general  
20 18 assembly adjourns sine die, and the motion has not  
20 19 been voted upon by the senate, it shall be determined  
20 20 to have failed.

#### 20 21 Rule 25

##### 20 22 Suspension of Rules and Taking from Table

20 23 No standing rule or rules incorporated by reference  
20 24 under Rule 3 or order of the senate shall be rescinded  
20 25 or suspended, nor shall any matter, tabled upon  
20 26 motion, be taken up, except by an affirmative vote of  
20 27 a constitutional majority of the senate.

#### 20 28 INTRODUCTION AND FORM OF BILLS

#### 20 29 Rule 26

##### 20 30 Time and Method of Introducing Bills and Amendments

21 1 All bills to be introduced in the senate shall be  
21 2 typed in proper form by the legislative service bureau  
21 3 and shall be filed with the recording clerk.

21 4 All amendments shall be typed in proper form and  
21 5 filed with the recording clerk not later than 4:30  
21 6 p.m., or adjournment, whichever is later, in order to  
21 7 be listed in the following day's clip sheet.

21 8 An "impact amendment" is an amendment which  
21 9 reasonably could have an annual effect of at least one  
21 10 hundred thousand dollars or a combined total effect  
21 11 within five years after enactment of five hundred  
21 12 thousand dollars or more on the aggregate revenues,  
21 13 expenditures or fiscal liability of the state or its  
21 14 subdivisions.

21 15 An impact amendment to a bill which has been on the  
21 16 special order calendar for at least three full  
21 17 legislative days prior to its consideration shall not  
21 18 be taken up by the senate unless:

- 21 19 1) a fiscal note is attached, and the amendment is  
21 20 filed at least one legislative day prior to the date  
21 21 set for consideration of the bill; or
- 21 22 2) the amendment is an appropriation or other  
21 23 measure where the total effect is stated in dollar  
21 24 amounts.

#### 21 25 Rule 27

##### 21 26 Limit on Introduction of Bills

21 27 No bill or joint resolution, except bills and joint  
21 28 resolutions cosponsored by the majority and minority  
21 29 floor leaders, or companion bills and joint

21 30 resolutions sponsored by the majority floor leaders of  
22 1 both houses, shall be introduced in the senate after

22 2 4:30 p.m. on Friday of the sixth week of the first  
22 3 regular session of a general assembly unless a written  
22 4 request for drafting the bill has been filed with the  
22 5 legislative service bureau before that time. After  
22 6 adjournment of the first regular session, bills may be  
22 7 prefiled at any time before the convening of the  
22 8 second regular session. No bill shall be introduced  
22 9 after 4:30 p.m. on Friday of the first week of the  
22 10 second regular session of a general assembly unless a  
22 11 written request for drafting the bill has been filed  
22 12 with the legislative service bureau before that time.

22 13 However, standing committees may introduce bills and  
22 14 joint resolutions at any time. A bill which relates  
22 15 to departmental rules sponsored by the administrative  
22 16 rules review committee and approved by a majority of  
22 17 the members of the committee in each house may be  
22 18 introduced at any time and must be referred to a  
22 19 standing committee which must take action on the bill  
22 20 within three weeks. Senate and concurrent resolutions  
22 21 may be introduced at any time.

22 22 No bill, joint resolution, concurrent resolution or  
22 23 senate resolution shall be introduced at any  
22 24 extraordinary session unless sponsored by a standing  
22 25 committee, the majority and minority floor leaders, or  
22 26 the committee of the whole.

#### 22 27 Rule 28

22 28 Introduction, Reading and Form of Bills and Resolutions

22 29 Every senate bill and resolution shall be  
22 30 introduced by one or more senators or by any standing  
23 1 committee of the senate and shall at once be given its  
23 2 first reading.

23 3 If the senate is in session when a bill or  
23 4 resolution is introduced, the first reading shall  
23 5 consist of reading its file number, the title and  
23 6 sponsor of the bill. If the senate is not in session  
23 7 but a journal is published for the day, the first  
23 8 reading shall consist of a journal entry of the bill's  
23 9 file number, title, sponsor and the notation "Read  
23 10 first time under Rule 28."

23 11 Any bill or resolution approved for introduction by  
23 12 a standing committee during an interim period between  
23 13 sessions of one General Assembly shall be introduced  
23 14 without further action by the committee at the next  
23 15 succeeding regular session of the same General  
23 16 Assembly and placed immediately upon the regular  
23 17 calendar.

23 18 Every bill and resolution referred to committee  
23 19 shall have received two readings before its passage.

23 20 The subject of every bill shall be expressed in its  
23 21 title.

#### 23 22 Rule 29

##### 23 23 Explanations

23 24 No bill, except appropriation committee bills and  
23 25 simple or concurrent resolutions, shall be introduced  
23 26 unless a concise and accurate explanation is attached.  
23 27 The chief sponsor or a committee to which the bill has  
23 28 been referred may add a revised explanation at any  
23 29 time before the last reading, and it shall be included  
23 30 in the daily clip sheet.

#### 24 1 Rule 30

##### 24 2 Resolutions

24 3 A "senate resolution" is a resolution acted upon  
24 4 only by the senate which expresses sentiment or is  
24 5 used for the appointment of special committees within  
24 6 the senate. A senate resolution requires the  
24 7 affirmative vote of a majority of the senators present  
24 8 and voting. A senate resolution shall be filed with  
24 9 the secretary of the senate. A senate resolution  
24 10 shall be printed in the bound journal after its  
24 11 adoption and in the daily journal upon written request  
24 12 to the secretary of the senate by the sponsor of the  
24 13 resolution.

#### 24 14 Rule 31

##### 24 15 Nullification Resolutions

24 16 A nullification resolution may be introduced by a  
24 17 standing committee, the administrative rules review  
24 18 committee, or any member of the senate. A  
24 19 nullification resolution introduced by the  
24 20 administrative rules review committee or a member of  
24 21 the senate shall be referred to the same standing  
24 22 committee it would be referred to if it was a bill.

24 23 Any nullification resolution may be referred to the  
24 24 administrative rules review committee by a majority  
24 25 vote of the standing committee which introduced it or  
24 26 to which it was referred. The administrative rules  
24 27 review committee may seek an agreement with the  
24 28 affected administrative agency wherein the agency  
24 29 agrees to voluntarily rescind or modify a rule or  
24 30 rules relating to the subject matter of the  
25 1 nullification resolution. An agreement to voluntarily  
25 2 rescind or modify an administrative agency rule shall  
25 3 be in writing and signed by the chief administrative

25 4 officer of the administrative agency and a majority of  
25 5 the administrative rules review committee members of  
25 6 each house and shall be placed on file in the offices  
25 7 of the chief clerk of the house, the secretary of the  
25 8 senate and the secretary of state. If an agreement is  
25 9 not reached, or the nullification resolution is not  
25 10 approved by a majority of the administrative rules  
25 11 review committee members of each house, within two  
25 12 weeks of the date the resolution is referred to the  
25 13 administrative rules review committee, the resolution  
25 14 shall be placed on the calendar. If the nullification  
25 15 resolution is approved by the administrative rules  
25 16 review committee it shall be placed on the calendar.  
25 17 A nullification resolution is subject to a motion to  
25 18 withdraw the nullification resolution as provided in  
25 19 rule 42.

25 20 A nullification resolution is debatable, but cannot  
25 21 be amended on the floor of the senate.

#### 25 22 Rule 32

#### 25 23 Resolutions, Applicable Rules

25 24 All rules applicable to bills shall apply to  
25 25 resolutions, except as otherwise provided in the  
25 26 rules.

#### 25 27 Rule 33

#### 25 28 Study Bills

25 29 1. A study bill is any matter which a senator  
25 30 wishes to have considered by a standing committee or  
26 1 appropriations subcommittee for introduction as a  
26 2 committee bill or resolution. The term "study bill"  
26 3 includes "proposed bills" provided for in Rule 37 and  
26 4 departmental requests prefiled in the manner specified  
26 5 in section 2.16 of the Code.

26 6 2. A study bill shall bear the name of the member  
26 7 who wishes to have the bill considered. A study bill  
26 8 proposed by a state agency shall bear the name of the  
26 9 agency. A committee chair may submit a study bill in  
26 10 the name of that committee.

26 11 3. Upon first receiving a study bill from a  
26 12 senator, a committee chairperson shall submit three  
26 13 copies to the secretary of the senate. Study bills  
26 14 received in the secretary of the senate's office  
26 15 before 3:00 p.m. shall be filed, numbered, and  
26 16 reported in the journal for that day. Study bills  
26 17 received in the secretary of the senate's office after  
26 18 3:00 p.m. shall be filed, numbered, and reported in  
26 19 the journal for the subsequent day. The secretary  
26 20 shall number such bills in consecutive order. The  
26 21 secretary shall maintain a record of all study bills  
26 22 and their assigned number. Committee records shall  
26 23 refer to study bills by the number assigned by the  
26 24 secretary.

26 25 4. The secretary shall file a report in the  
26 26 journal of each study bill received. The report shall  
26 27 show the study bill number, its title or subject  
26 28 matter and the committee which is considering it. If  
26 29 a study bill is referred to a subcommittee, then the  
26 30 committee chairperson shall report in the journal the  
27 1 names of the subcommittee members to which it is  
27 2 assigned.

27 3 5. If a committee bill or resolution is introduced  
27 4 which was not previously the subject of a study bill  
27 5 in the sponsoring committee, the majority leader may  
27 6 re-refer the bill back to the committee.

27 7 6. A study bill not prepared by the legislative  
27 8 service bureau may be submitted to a standing  
27 9 committee, but shall not be considered by the full  
27 10 committee unless reviewed and typed in proper form by  
27 11 the legislative service bureau.

#### 27 12 COMMITTEES AND COMMITMENT

#### 27 13 Rule 34

#### 27 14 Committee Appointments

27 15 Committee appointments shall be made by the  
27 16 majority leader for majority party members, after  
27 17 consultation with the president, and by the minority  
27 18 leader for minority party members, after consultation  
27 19 with the president. No senator shall serve on more  
27 20 than five standing committees. The majority leader,  
27 21 after consultation with the president, shall designate  
27 22 the chairperson and vice-chairperson of each standing  
27 23 committee. The minority leader, after consultation  
27 24 with the president, shall designate the ranking member

27 25 of each standing committee from the minority  
27 26 membership of that committee.

27 27 Rule 35

27 28 Standing Committees

27 29 The names of the standing committees of the senate  
27 30 shall be:

- 28 1 Agriculture
- 28 2 Appropriations
- 28 3 Business and labor relations
- 28 4 Commerce
- 28 5 Economic growth
- 28 6 Education
- 28 7 Government oversight
- 28 8 Human resources
- 28 9 Judiciary
- 28 10 Local government
- 28 11 Natural resources & Environment
- 28 12 Rules and administration
- 28 13 ~~Small business, economic development, and tourism~~
- 28 14 State government
- 28 15 Transportation
- 28 16 Ways and means

28 17 Rule 36

28 18 Committee on Rules and Administration

28 19 The committee on rules and administration shall  
28 20 recommend rules and rule changes to the senate, shall  
28 21 hire senate employees, shall recommend salary scales  
28 22 for all senate employees, and shall oversee senate  
28 23 budget and administration matters.

28 24 The committee on rules and administration will  
28 25 select, for senate approval, an individual to serve as  
28 26 secretary of the senate.

28 27 Upon authorization being given by the committee on  
28 28 rules and administration, the minority party members  
28 29 of the committee will select, for senate approval, an  
28 30 individual to serve as assistant parliamentarian.

29 1 The committee shall have the following standing  
29 2 subcommittees:

- 29 3 1. Joint Rules
- 29 4 2. Senate Rules
- 29 5 3. Administrative Services
- 29 6 4. Caucus Services.

29 7 The majority leader shall serve as chair of the  
29 8 rules and administration committee and as chair of the  
29 9 standing subcommittee on caucus services. The  
29 10 president of the senate shall serve as vice-chair of  
29 11 the rules and administration committee, and as chair  
29 12 of the subcommittee on administrative services.

29 13 Rule 37

29 14 Appropriations Committee

29 15 The appropriations committee shall receive bills  
29 16 committed to it and shall assign each to one of the  
29 17 appropriations subcommittees.

29 18 The appropriations subcommittees shall be named:

- 29 19 Administration & Regulation
- 29 20 Agriculture and Natural Resources
- 29 21 Economic Development
- 29 22 Education
- 29 23 ~~Health and Human Rights~~
- 29 24 Health and Human Services
- 29 25 Justice System
- 29 26 ~~Oversight & Communications~~

29 27 Transportation, Infrastructure & Capitals

29 28 The appropriations subcommittees shall receive  
29 29 bills assigned to them or may originate proposed bills  
29 30 within the subcommittee's jurisdiction as defined by  
30 1 the appropriations committee for consideration by the  
30 2 appropriations committee. Each subcommittee may  
30 3 submit amendments to bills together with the  
30 4 subcommittee's recommended action to the  
30 5 appropriations committee.

30 6 If a bill or proposed bill is submitted to the  
30 7 appropriations committee by an appropriations  
30 8 subcommittee the appropriations committee may:

- 30 9 1. report the bill or approve the proposed bill  
30 10 for introduction by the appropriations committee;
- 30 11 2. report the bill with any appropriations  
30 12 committee-approved amendments incorporated;
- 30 13 3. draft a new bill for sponsorship by the  
30 14 appropriations committee and report it; or
- 30 15 4. re=refer it together with the appropriations

30 16 committee's objections to the appropriations  
30 17 subcommittee from which it was originally referred or  
30 18 which originated the draft bill.

30 19 The appropriations committee and subcommittees may  
30 20 meet jointly with the appropriations committee of the  
30 21 house of representatives.

#### 30 22 Rule 38

#### 30 23 First Reading and Commitment

30 24 Upon the first reading of an individual bill or  
30 25 resolution, or a house committee bill or resolution,  
30 26 the president shall refer the bill or resolution to an  
30 27 appropriate standing committee unless otherwise  
30 28 ordered by the senate. If the bill or resolution is a  
30 29 senate committee bill or resolution, the president  
30 30 shall place it on the calendar after its first  
31 1 reading. If the subject of the bill or resolution is  
31 2 not germane to the title of the committee presenting  
31 3 it, the president of the senate may refer it to a  
31 4 committee deemed appropriate.

31 5 All bills carrying an appropriation for any purpose  
31 6 or involving the expenditure of state funds shall be  
31 7 referred to the committee on appropriations.

31 8 All bills pertaining to the levy, assessment or  
31 9 collection of taxes or fees shall be referred to the  
31 10 committee on ways and means.

31 11 Any bill which provides for a new state board,  
31 12 commission, agency or department or makes separate or  
31 13 autonomous an existing state board, commission, agency  
31 14 or department, shall be referred to the committee on  
31 15 state government. This rule shall also apply when  
31 16 such a provision is added to a bill or resolution by  
31 17 amendment adopted by the senate. If the bill or  
31 18 resolution is so referred after being sponsored or  
31 19 reported out by another committee, and if the  
31 20 committee on state government does not report out the  
31 21 bill or resolution within ten legislative days after  
31 22 referral, the bill or resolution shall automatically  
31 23 be restored to the calendar with the same priority it  
31 24 had immediately before referral.

#### 31 25 Rule 39

#### 31 26 Rules for Standing Committees

31 27 The following rules shall govern all standing  
31 28 committees of the senate. Any committee may adopt  
31 29 additional rules which are consistent with these  
31 30 rules:

32 1 1. A majority of the members shall constitute a  
32 2 quorum.

32 3 2. The chair of a committee shall refer each bill  
32 4 and resolution to a subcommittee within seven days  
32 5 after the bill or resolution has been referred to the  
32 6 committee. The chair may appoint subcommittees for  
32 7 study of bills and resolutions without calling a  
32 8 meeting of the committee, but the subcommittee must be  
32 9 announced at the next meeting of the committee. No  
32 10 bill or resolution shall be reported out of a  
32 11 committee until the next meeting after the  
32 12 subcommittee is announced, except that the chair of  
32 13 the appropriations committee may make the announcement  
32 14 of the assignment to a subcommittee by placing a  
32 15 notice in the journal. Any bill so assigned by the  
32 16 appropriations committee chair shall be eligible for  
32 17 consideration by the committee upon report of the  
32 18 subcommittee but not sooner than three legislative  
32 19 days following the publication of the announcement in  
32 20 the journal.

32 21 When a bill or resolution has been assigned to a  
32 22 subcommittee, the chair shall report to the senate the  
32 23 bill or resolution number and the names of the  
32 24 subcommittee members and such reports shall be  
32 25 reported in the journal. Subcommittee assignments  
32 26 shall be reported to the journal daily. Reports filed  
32 27 before 3:00 p.m. shall be printed in the journal for  
32 28 that day; reports filed after 3:00 p.m. shall be  
32 29 printed in the journal for the subsequent day.

32 30 Where standing subcommittees of any committee have  
33 1 been named, the names of the members and the title of  
33 2 the subcommittee shall be published once and  
33 3 thereafter publication of assignments may be made by  
33 4 indicating the title of the subcommittee.

33 5 3. No bill or resolution shall be considered by a  
33 6 committee until it has been referred to a subcommittee

33 7 and the subcommittee has made its report unless  
33 8 otherwise ordered by a majority of the members.  
33 9 4. The rules adopted by a committee, including  
33 10 subsections 2, 3, 9, 10, 11, and 12 of this rule, may  
33 11 be suspended by an affirmative vote of a majority of  
33 12 the members of the committee.  
33 13 5. The affirmative vote of a majority of the  
33 14 members of a committee is needed to sponsor a  
33 15 committee bill or resolution or to report a bill or  
33 16 resolution out for passage.  
33 17 6. The vote on all bills and resolutions shall be  
33 18 by roll call unless a short-form vote is unanimously  
33 19 agreed to by the committee. A record shall be kept by  
33 20 the secretary.  
33 21 7. No committee, except a conference committee or  
33 22 the steering committee, is authorized to meet when the  
33 23 senate is in session.  
33 24 8. A subcommittee shall not report a bill to the  
33 25 committee unless the bill has been typed into proper  
33 26 form by the legislative service bureau.  
33 27 9. A bill or resolution shall not be voted upon  
33 28 the same day a public hearing called under subsection  
33 29 10 is held on that bill or resolution.  
33 30 10. Public hearings may be called at the  
34 1 discretion of the chair. The chair shall call a  
34 2 public hearing upon the written request of one-half  
34 3 the membership of the committee. The chair shall set  
34 4 the time and place of the public hearing.  
34 5 11. A subcommittee chair must notify the committee  
34 6 chair not later than one legislative day prior to  
34 7 bringing the bill or resolution before the committee.  
34 8 The committee cannot vote on a bill or resolution for  
34 9 at least one full day following the receipt of the  
34 10 subcommittee report by the chairperson.  
34 11 12. A motion proposing action on a bill or  
34 12 resolution that has been defeated by a committee shall  
34 13 not be voted upon again at the same meeting of the  
34 14 committee.  
34 15 13. Committee meetings shall be open.

#### 34 16 Rule 40

##### 34 17 Voting in Committee

34 18 All committee meetings shall be open at all times.  
34 19 Voting by secret ballot is prohibited. Roll call  
34 20 votes shall be taken in each committee when final  
34 21 action on any bill or resolution is voted, unless a  
34 22 short-form vote is unanimously agreed to by the  
34 23 committee. A roll call vote also shall be taken in  
34 24 each committee at the request of a member upon any  
34 25 amendment or motion. All results shall be entered in  
34 26 the minutes which shall be public records. Records of  
34 27 these votes shall be made available by the chair or  
34 28 the committee secretary at any time. This rule also  
34 29 applies to the steering committee and appropriations  
34 30 subcommittees.

35 1 The committee shall not authorize the introduction  
35 2 of a committee bill or resolution until the members  
35 3 have received final copies of the bill or resolution  
35 4 with amendments or changes incorporated, and typed  
35 5 into proper form by the legislative service bureau.  
35 6 The committee may, by unanimous consent, dispense with  
35 7 this requirement ~~when only nonsubstantive amendments~~  
35 8 ~~or changes are necessary to correct the bill or~~  
35 9 ~~resolution, or when a study bill or individually~~  
35 10 ~~sponsored bill is voted out as a committee bill with~~  
35 11 ~~no change in the text of the bill or the title. The~~  
35 12 ~~and instruct the legislative service bureau shall to~~  
35 13 file a report with the committee members detailing the  
35 14 amendments or changes and this report shall become a  
35 15 part of the committee report.

#### 35 16 Rule 41

##### 35 17 Announcement of Committee Meetings

35 18 It shall be in order for the chair of any committee  
35 19 to announce to the senate the time and place of  
35 20 committee meetings. The announcement shall include a  
35 21 proposed agenda for the meeting. The sergeant-at-arms  
35 22 shall post at the rear of the chamber the daily  
35 23 schedule of committee meetings.

#### 35 24 Rule 42

35 25 Withdrawal of Bills and Resolutions from Committee  
35 26 The secretary of the senate shall note on each bill  
35 27 and resolution the date of its reference to committee.

35 28 No bill or resolution shall be withdrawn from any  
35 29 committee within fifteen legislative days after the  
35 30 bill or resolution has been referred to the committee  
36 1 and thereafter only upon written petition for the  
36 2 withdrawal of such bill or resolution signed by a  
36 3 constitutional majority of the senators, except as  
36 4 provided in Rule 38. Only senators may circulate such  
36 5 a petition.

#### 36 6 Rule 43

##### 36 7 Committee Reports

36 8 All committees shall file a report of committee  
36 9 meetings. Such reports shall contain the following  
36 10 information:  
36 11 a. The time the meeting convened;  
36 12 b. Those senators who were present and absent at  
36 13 the time the meeting convened, as well as the time any  
36 14 senator, who was not present at the time the meeting  
36 15 convened, arrives for the meeting;  
36 16 c. The vote on any bill or resolution reported out  
36 17 of the committee for floor action;  
36 18 d. The title of the bill;  
36 19 e. The file number of the bill or resolution (if  
36 20 known);  
36 21 f. Whether the committee recommends that the bill  
36 22 or resolution be passed, amended and passed,  
36 23 indefinitely postponed, or considered without  
36 24 committee recommendation;  
36 25 g. An indication of other bills or matters  
36 26 discussed;  
36 27 h. Such other matters as the committee chair shall  
36 28 direct; and  
36 29 i. The time the meeting adjourned.  
36 30 No committee report shall be read, but all  
37 1 committee reports shall be printed in the journal.  
37 2 Upon printing, all committee reports shall then stand  
37 3 approved unless the senate directs otherwise.

#### 37 4 Rule 44

##### 37 5 Bills or Resolutions Recommended for Indefinite Postponement

37 6 No senate bill or resolution recommended for  
37 7 indefinite postponement shall be considered in the  
37 8 absence of the chief sponsor or, if a house bill or  
37 9 resolution, in the absence of the senator representing  
37 10 the district in which the sponsor resides. When a  
37 11 question is postponed indefinitely, it shall not be  
37 12 again acted upon during that session of the general  
37 13 assembly.

#### 37 14 GENERAL RULES

##### 37 15 Rule 45

##### 37 16 Access to Senate Chamber and Decorum

37 17 The persons who shall have access to the senate  
37 18 chamber, and the times access shall be available, and  
37 19 the rules governing activities in the chamber and  
37 20 other areas controlled by the senate shall be as  
37 21 prescribed by the rules and administration committee  
37 22 pursuant to a written policy adopted by the committee  
37 23 and filed with the secretary of the senate.

##### 37 24 Rule 46

##### 37 25 Legislative Interns and Aides

37 26 Legislative interns for senators shall be allowed  
37 27 on the floor of the senate in accordance with Rule 45;  
37 28 provided that each intern first has obtained a name  
37 29 badge from the secretary of the senate. The secretary  
37 30 of the senate shall issue an appropriate badge to all  
38 1 interns for senators.

38 2 In addition, those persons designated as "aides to  
38 3 senators" shall be allowed on the floor of the senate.  
38 4 The secretary of the senate shall issue an appropriate  
38 5 badge for such individuals.

##### 38 6 Rule 47

##### 38 7 Clearing of Lobby and Gallery

38 8 In case of disturbance or disorderly conduct in the  
38 9 lobby or gallery, the presiding officer may order it  
38 10 cleared.

##### 38 11 Rule 48

##### 38 12 Presentation of Petitions

38 13 Each petition shall contain a brief statement of  
38 14 its subject matter and the name of the senator  
38 15 presenting it. Petitions shall be filed with the  
38 16 secretary of the senate and noted in the journal.

##### 38 17 Rule 49

##### 38 18 Distribution of Printed Material

38 19 No general distribution of printed material in the  
38 20 senate shall be allowed unless authorized by the  
38 21 secretary of the senate or by a senator.

38 22 Rule 50

38 23 Concerning the Printing of Papers

38 24 Any paper, other than that contemplated by Section  
38 25 10, Article III of the Constitution of the State of  
38 26 Iowa, presented to the senate may, with the consent of  
38 27 a constitutional majority, be printed in the journal.

38 28 Rule 51

38 29 Reprinting of Documents

38 30 When any bill has been substantially amended by the  
39 1 senate, the secretary of the senate shall order the  
39 2 bill reprinted on paper of a different color. All  
39 3 adopted amendments inserting new material shall be  
39 4 distinguishable.

39 5 The secretary of the senate may order the printing  
39 6 of a reasonable number of additional copies of bills,  
39 7 resolutions, amendments or journals.

39 8 OFFICERS AND EMPLOYEES

39 9 Rule 52

39 10 Duties of the President

39 11 The senate shall elect, from its membership, a  
39 12 president. The president shall call the senate to  
39 13 order at the hour to which the senate is adjourned.  
39 14 Unless otherwise ordered by the senate, the president  
39 15 shall proceed with the regular order of daily  
39 16 business. The president shall preserve order and  
39 17 decorum and decide all questions of order and  
39 18 corrections to the journal, subject to an appeal to  
39 19 the senate. The president shall direct voting as  
39 20 provided in rule 22. When a ruling on germaneness is  
39 21 issued by the presiding officer, it shall be  
39 22 accompanied by an explanation of the ruling. The  
39 23 president of the senate shall be the chair of the  
39 24 committee of the whole unless otherwise ordered by the  
39 25 senate, under rule 19.

39 26 Upon the first reading of an individual bill or  
39 27 resolution, or a house committee bill or resolution,  
39 28 the president shall refer the bill or resolution to  
39 29 the appropriate standing committee unless otherwise  
39 30 ordered by the senate. If the bill or resolution is a  
40 1 senate committee bill or resolution, the president  
40 2 shall place it on the calendar after its first  
40 3 reading. If the subject of the bill or resolution is  
40 4 not germane to the title of the committee presenting  
40 5 it, the president of the senate may refer it to the  
40 6 appropriate committee.

40 7 The president shall sign legislative enactments  
40 8 upon their enrolling.

40 9 The president of the senate shall serve as a member  
40 10 of the legislative council and the senate rules and  
40 11 administration committee. The president shall serve  
40 12 on the rules and administration committee as chair of  
40 13 the standing subcommittee designated to supervise the  
40 14 secretary of the senate and other employees of the  
40 15 administrative services division of the senate.

40 16 Rule 53

40 17 The President Pro Tempore

40 18 The senate shall elect, from its membership, a  
40 19 president pro tempore. When the president is absent,  
40 20 the president pro tempore shall preside, except when  
40 21 the chair is filled by temporary appointment by the  
40 22 president or the majority leader.

40 23 The president pro tempore, when presiding, shall  
40 24 perform duties as prescribed in rule 52, paragraphs 1  
40 25 and 2.

40 26 The president pro tempore shall serve as a member  
40 27 of the legislative council and as a member of the  
40 28 senate committee on rules and administration.

40 29 Rule 54

40 30 Secretary of the Senate

41 1 The secretary of the senate shall be an officer of  
41 2 the senate and shall:

- 41 3 1. Serve as chief administrative officer of the  
41 4 senate.
- 41 5 2. Have charge of the secretary's desk.
- 41 6 3. Be responsible for the custody and safekeeping  
41 7 of all bills, resolutions, and amendments filed,  
41 8 except while they are in the custody of a committee.
- 41 9 4. Have charge of the daily journal.

41 10 5. Have control of all rooms assigned for the use  
41 11 of the senate.  
41 12 6. Keep a detailed record of senate action on all  
41 13 bills and resolutions.  
41 14 7. Insert adopted amendments into bills before  
41 15 transmittal to the house of representatives and prior  
41 16 to final enrollment.  
41 17 8. Prescribe the duties of and supervise all  
41 18 senate employees.  
41 19 9. Authorize all expenditures of funds within the  
41 20 senate budget.  
41 21 The secretary of the senate shall also act as  
41 22 senate parliamentarian and shall:  
41 23 1. Advise the presiding officer of the senate  
41 24 about parliamentary procedures during deliberations of  
41 25 the senate.  
41 26 2. Perform other duties as prescribed by the  
41 27 committee on rules and administration.  
41 28 3. Process the handling of amendments when filed  
41 29 and during the floor consideration of bills.

#### 41 30 Rule 55

##### 42 1 Legal Counsel

42 2 The legal counsel shall be a contractual employee  
42 3 of the senate and shall:  
42 4 1. Serve as attorney and counselor for the senate.  
42 5 2. At the request of the majority and minority  
42 6 leaders, research any legal issue in which the senate  
42 7 has an interest. However, the legal counsel shall not  
42 8 issue nor venture any opinions on unresolved questions  
42 9 of law unless permitted by both the majority and  
42 10 minority leaders.

#### 42 11 Rule 56

##### 42 12 Sergeant-at-Arms

42 13 The sergeant-at-arms shall be an employee of the  
42 14 senate and shall:  
42 15 1. Wear the appropriate badge of his or her  
42 16 office.  
42 17 2. Attend the senate during its sessions.  
42 18 3. Aid in the enforcement of order under the  
42 19 direction of the president of the senate and the  
42 20 secretary of the senate.  
42 21 4. Execute the commands of the senate.  
42 22 5. See that no unauthorized person disturbs the  
42 23 contents of the senators' desks.  
42 24 6. Supervise the doorkeepers, the assistant  
42 25 sergeant-at-arms, and pages.  
42 26 7. Announce all delegations from the governor or  
42 27 house.  
42 28 8. Supervise the seating of visitors and press  
42 29 representatives.

#### 42 30 Rule 57

##### 43 1 Senate Secretaries

43 2 Every senator shall be permitted to employ for each  
43 3 session of a general assembly a personally selected  
43 4 secretary.

#### 43 5 Rule 58

##### 43 6 Use of Electronic Voting System

43 7 Any officer or employee of the senate, other than a  
43 8 duly elected member of the senate, who operates the  
43 9 electronic voting machine mechanism located at the  
43 10 desk of said member of the senate shall be subject to  
43 11 immediate termination from employment. The provisions  
43 12 of this paragraph only shall apply during the taking  
43 13 of a record or non-record roll call vote utilizing the  
43 14 electronic voting system.

#### 43 15 CONFIRMATION OF APPOINTMENTS

##### 43 16 Rule 59

##### 43 17 Appointments

43 18 The secretary of the senate shall:  
43 19 a. send, to each appointee submitted by the  
43 20 governor for senate confirmation, a copy of a senate  
43 21 questionnaire as approved by the rules and  
43 22 administration committee;  
43 23 b. receive completed questionnaires from  
43 24 appointees and forward copies of the completed  
43 25 questionnaires to appropriate committee members;  
43 26 c. maintain "Confirmation Calendar" categories on  
43 27 the senate calendar as directed under this rule,  
43 28 senate rule 6, and by the committee on rules and  
43 29 administration. No appointee shall be listed as  
43 30 eligible on the confirmation calendar until the

44 1 secretary has received the appointee's completed  
44 2 senate questionnaire.  
44 3 As soon as possible after the convening of a  
44 4 session, and again within one week following March 15,  
44 5 the secretary of the senate shall publish in the  
44 6 senate journal the names of all nominees submitted for  
44 7 confirmation. The secretary of the senate shall  
44 8 maintain a file of all appointments received from the  
44 9 governor for confirmation. The file shall contain a  
44 10 description of the duties and the compensation for  
44 11 each nominee. The file shall show the date an  
44 12 appointment was received from the governor, the date  
44 13 the appointment was published in the journal, whether  
44 14 the nominee has been introduced, whether a committee  
44 15 report has been filed, when the senate questionnaire  
44 16 was sent to the appointee, and shall include a copy of  
44 17 the appointee's completed senate questionnaire, upon  
44 18 receipt.

44 19 INVESTIGATING COMMITTEES. All appointments  
44 20 received from the governor shall be referred to the  
44 21 rules and administration committee by the secretary of  
44 22 the senate on the same day they are published in the  
44 23 senate journal. The rules and administration  
44 24 committee shall establish an en bloc confirmation  
44 25 calendar which must be filed with the secretary of the  
44 26 senate. Within three (3) legislative days after  
44 27 receiving an appointment, the committee shall either  
44 28 place a nominee on the en bloc confirmation calendar  
44 29 or assign the nominee to an appropriate standing  
44 30 committee for further investigation, publishing notice  
45 1 of such assignment in the senate journal for the next  
45 2 legislative day. If the rules and administration  
45 3 committee fails to take action on a nominee within the  
45 4 three days, the nominee shall automatically be placed  
45 5 on the en bloc confirmation calendar.

45 6 Within the three (3) legislative days after an  
45 7 appointment has been referred to the rules and  
45 8 administration committee, any ten senators may require  
45 9 that the nominee be assigned to an appropriate  
45 10 standing committee by filing a written, signed request  
45 11 therefor with the chairperson of the rules and  
45 12 administration committee. The committee chair shall  
45 13 refer the appointment to a subcommittee within one (1)  
45 14 legislative day after a standing committee receives an  
45 15 appointment for further investigation, publishing  
45 16 notice of such assignment in the senate journal for  
45 17 the next legislative day. Within ten (10) legislative  
45 18 days after a standing committee receives an  
45 19 appointment for further investigation the subcommittee  
45 20 shall file its report with the standing committee.

45 21 Within fourteen (14) legislative days after a  
45 22 standing committee receives an appointment for further  
45 23 investigation, the committee shall conduct an  
45 24 investigation of the nominee and file its report  
45 25 thereon with the secretary of the senate, who shall  
45 26 then place the nominee on the en bloc calendar or  
45 27 individual confirmation calendar as directed by the  
45 28 committee. The failure of a committee to file its  
45 29 report within the prescribed time means that the  
45 30 nominee is to be automatically placed, without  
46 1 recommendation, upon the individual confirmation  
46 2 calendar.

46 3 Any individual nominated to head a department or  
46 4 agency of state government, whose appointment is  
46 5 subject to senate confirmation, must be introduced to  
46 6 the full senate prior to a vote on confirmation of the  
46 7 nominee. Additionally, any five (5) senators may  
46 8 request that any nominee be introduced to the senate  
46 9 by filing a written request with the secretary of the  
46 10 senate within ten (10) legislative days of the  
46 11 nominee's name appearing in the journal. Any  
46 12 individual nominated to a position requiring senate  
46 13 confirmation may request to be introduced to the full  
46 14 senate by notifying the secretary of the senate at  
46 15 least one (1) legislative day in advance of their  
46 16 appearance. If an individual is nominated both to  
46 17 fill a vacancy for an unexpired term and is also  
46 18 nominated for reappointment to that position during  
46 19 the same session, a single introduction is sufficient  
46 20 for eligibility for confirmation to both terms.

46 21 HEARINGS. Any member of a committee investigating

46 22 an appointment may, within five (5) legislative days  
46 23 after the committee receives the appointment, obtain  
46 24 a hearing with the nominee by filing a written request  
46 25 with the secretary of the senate who shall forward it  
46 26 to the chair of the standing committee and the chair  
46 27 of the subcommittee. Notice of the hearing shall be  
46 28 published in the journal at least two (2) legislative  
46 29 days prior to the hearing. At the hearing, which  
46 30 shall be before the subcommittee, the nominee may be  
47 1 questioned as to his or her qualifications to fulfill  
47 2 the office to which nominated and further questioned  
47 3 as to his or her viewpoints on issues facing the  
47 4 office to which nominated. Any senator may at the  
47 5 discretion of the chair of the subcommittee be  
47 6 permitted to submit oral questions. The public may, at  
47 7 the discretion of the investigating committee, be  
47 8 permitted to submit oral or written statements as to  
47 9 the qualifications of the nominee.

47 10 Also, within five (5) legislative days after the  
47 11 subcommittee receives an appointment for  
47 12 investigation, any senator may submit written  
47 13 questions to be answered by the nominee prior to  
47 14 consideration of the nominee's confirmation by the  
47 15 senate.

47 16 INFORMATIONAL MEETINGS. After a nominee has been  
47 17 placed on the calendar and prior to the vote on  
47 18 confirmation, any senator may request an informational  
47 19 meeting on the nomination which shall be held before  
47 20 the subcommittee.

47 21 VOTING ON CONFIRMATIONS. Upon the motion of the  
47 22 majority leader or his or her designee, the nominees  
47 23 on the en bloc confirmation calendar shall be  
47 24 confirmed en bloc by the affirmative vote of two=  
47 25 thirds of the members elected to the senate. The  
47 26 journal shall reflect a single roll call accompanied  
47 27 by a statement of the names of those individuals  
47 28 subject to the en bloc confirmation vote.

47 29 Prior to an en bloc vote, any senator may request,  
47 30 either in writing or from the floor, an individual  
48 1 vote on any nominee on the en bloc confirmation  
48 2 calendar. The senate shall vote separately on the  
48 3 nominee.

48 4 Nominees on the individual confirmation calendar  
48 5 shall be confirmed by a two-thirds vote; however, the  
48 6 senate shall take a separate roll call on each  
48 7 nominee, unless by unanimous consent, it determines to  
48 8 take one vote on all nominees under consideration. In  
48 9 any case, the journal shall reflect a single roll call  
48 10 vote for each nominee.

48 11 If an individual is nominated both to fill a  
48 12 vacancy for an unexpired term and is also nominated  
48 13 for reappointment to that position, and such  
48 14 appointment and reappointment appear on the senate  
48 15 calendar as eligible at the same time, a single vote  
48 16 is sufficient for confirmation to both terms.

#### 48 17 Rule 60

48 18 Time of Committee Passage and Consideration of Bills

48 19 1. This rule does not apply to concurrent or  
48 20 simple resolutions, joint resolutions nullifying  
48 21 administrative rules, senate confirmations, bills  
48 22 embodying redistricting plans prepared by the  
48 23 legislative service bureau pursuant to chapter 42, or  
48 24 bills passed by both houses in different forms.  
48 25 Subsection 2 of this rule does not apply to  
48 26 appropriations bills, ways and means bills, legalizing  
48 27 acts, administrative rules review committee bills,  
48 28 bills sponsored by standing committees in response to  
48 29 a referral from the president of the senate or the  
48 30 speaker of the house of representatives relating to an  
49 1 administrative rule whose effective date has been  
49 2 delayed until the adjournment of the next regular  
49 3 session of the general assembly by the administrative  
49 4 rules review committee, bills cosponsored by the  
49 5 majority and minority floor leaders of the senate,  
49 6 bills in conference committee, and companion bills  
49 7 sponsored by the majority floor leaders of both houses  
49 8 after consultation with the respective minority floor  
49 9 leaders. For the purposes of this rule, a joint  
49 10 resolution is considered as a bill. To be considered  
49 11 an appropriations or ways and means bill for the  
49 12 purposes of this rule, the appropriations committee or

49 13 the ways and means committee must either be the  
49 14 sponsor of the bill or the committee of first referral  
49 15 in the senate.

49 16 2. To be placed on the calendar in the senate a  
49 17 senate bill must be first reported out of a standing  
49 18 committee by Friday of the 10th week of the first  
49 19 session and the 6th week of the second session. A  
49 20 house bill must be first reported out of a standing  
49 21 committee by Friday of the 13th week of the first  
49 22 session and the 9th week of the second session to be  
49 23 placed on the senate calendar.

49 24 3. During the 11th week of the first session and  
49 25 the 7th week of the second session, the senate shall  
49 26 consider only bills originating in the senate and  
49 27 unfinished business. During the 14th week of the  
49 28 first session and the 10th week of the second session,  
49 29 the senate shall consider only bills originating in  
49 30 the house and unfinished business. Beginning with the  
50 1 15th week of the first session and the 11th week of  
50 2 the second session, the senate shall consider only  
50 3 bills passed by both houses, bills exempt from  
50 4 subsection 2 and unfinished business.

50 5 4. A motion to reconsider filed and not disposed  
50 6 of on an action taken on a bill or resolution which is  
50 7 subject to a deadline under this rule may be called up  
50 8 at any time before or after the day of the deadline by  
50 9 the person filing the motion or after the deadline by  
50 10 the majority floor leader, notwithstanding any other  
50 11 rule to the contrary.

50 12 BE IT FURTHER RESOLVED, That should a system of  
50 13 deadlines for the time of committee passage and  
50 14 consideration of bills be adopted by joint action of  
50 15 the senate and house at any time during the ~~seventy-~~  
50 16 ~~ninth~~ eightieth general assembly, those provisions  
50 17 shall supersede the provisions of rule 60.

50 18 SR 1  
50 19 cc/cc/26  
50 20